



**Public Works / Parks Safety Committee  
August 28, 2012  
Minutes**

Meeting called to order at 9:05 AM.

Present: Jeff Nieland, Todd Drew, Kevin Schmahl, Vince Maas, Tim Jacobson Mark Radtke, Ken Popelka, Pam Captain, Brian Tungate

Absent: Jim Julius, Sue Nett, Corey Gordon

A. Motion to approve minutes from June 26, 2012/ July 24, 2012 motion A. Alix second  
P. Captain – motion passed

**B. Old Business**

1. **Hearing Conservation** – Ipod use, power washer – Ipod use and radio ear muffs will not be used in cases where hearing protection is required. V. Maas stated that he has already addressed the issue of Ipods and Radio ear muffs not to be used in cases where hearing protection is required. Drew discussed updated noise study conducted with Ben Rank – CVMIC most notably the power washer in the vehicle garage exceeded 85dba and therefore requires hearing protection to operate. Drew to request sign shop create a hearing protection required sign to be posted.
2. **Chemicals/PPE/ Training** – Drew reinforced the importance to have appropriately trained employees using chemicals. Drew also requested that a comprehensive list of summer employees be provided prior to work beginning.
3. **PPE Use General** – Drew cited that DPW/Parks employees were noted not using required PPE. Drew requested that supervisors reinforce the requirement to use PPE when appropriate. Drew cited employee failing to use respiratory protection while using a concrete saw.

**C. New Business**

1. **Monthly Safety Topic** "Drowsy Driving is Lousy Driving..." Topic was distributed and discussed.
2. **Injury Review.** No injuries Reported.
3. **Jefferson Park** – CVMIC walk thru findings reviewed. Many of the items addressed prior to meeting. Remaining items will be addressed now that the pool is closed. Follow-up walk thru of the pool to be conducted in April 2013 prior to pool opening.

4. **Additional new business to discuss**- Committee made the recommendation to research options and work on an electronic MSDS sheet program. Drew to discuss with IT regarding options. Drew and Nett to look at having volunteers help with scanning sheets.

#### D. Training

1. **Hearing screening training** – Drew requested that all employees who received hearing screening must complete the intranet hearing protection review. Drew to check list of those who have completed review.
2. **Summer Help Training** – Discussion regarding conducting all training of summer help prior to beginning work. This would include safety training and equipment use and checks conducted by maintenance. Issue related to students start dates, possible internet training prior to starting which could be completed self paced. Additional discussion in September.
3. **New DPW/Parks employees** – Drew requested that M. Brunn inform of any new hires. Suggested training be conducted prior to start date.
4. No other training suggestions made.

E. Motion to adjourn at 10:15 AM.